

**SECTION 1.06**

**STATEMENT OF DUTIES AND RESPONSIBILITIES**

**CHIEF FLYING INSTRUCTOR**

Chief Flying Instructors will undertake to carry out the following duties, for which they are responsible to the Operations Manager:

1. Conduct ab-initio and advanced ground and flight training of RA-Aus Student Pilots in accordance with the standards, procedures and regulations set out in the Operations Manual and the relevant CAO's, CAR's, CASR's and relevant legislation as amended from time to time.
2. Conduct the operation and administration of the Flight Training Facility for which they are responsible in such manner so as not to bring the RA-Aus, its Officers, Members, or Affiliates into disrepute.
3. Make written recommendations to the Operations Manager via the appropriate RA-Aus form concerning the issue or renewal of Pilot Certificates, Ratings, Renewals and Endorsements.
4. Upon Temporary Instructor Training Approval by the Operations Manager, in writing, conduct ground and flight training for Instructor Certificate candidates and make recommendation to a Pilot Examiner as to the candidate's readiness to undergo examination for the issue of an Instructor Certificate.
5. Upon Permanent Instructor Training Approval by the Operations Manager, in writing, conduct ground and flight training for Instructor Certificate candidates and make recommendation to the Operations Manager or Approved RA-Aus delegate as to the recommendation for the issue of an Instructor Certificate.
6. Recommend issue or removal to the Operations Manager, of pilot endorsements, but only for those flying activities for which the CFI holds the appropriate endorsement.
7. Ensure that the Senior Instructors and Instructors under their control maintain the highest level of competency and currency, and conduct regular check flights to assess their continued suitability to conduct flight training.
8. Ensure that all aircraft used by their Flight Training Facility are kept in a clean and airworthy state and also that those aircraft are properly registered with the RA-Aus.
9. Be responsible to the Operations Manager for the maintenance of a continued high level of training and general flying practices of pilots operating aircraft attached to their Flight Training Facility.
10. Be responsible to the Operations Manager for reporting incidents that contravene the RA-Aus Operations Manual, and relevant legislation as amended from time to time.

11. Be responsible to the Operations Manager for promoting positive safety culture in the RA-Aus.

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